



Getting Married in Korea Soldier to Foreign National



Step 1: Premarital Certification Process.

Soldiers assigned to the United States Force Korea (USFK) command MUST comply with the requirements outlined in USFK Regulation 600-240, dated 20 July 2009, BEFORE he/she can marry a foreign national. Once a soldier is in full compliance with these requirements he may proceed to the Client Legal Services office for assistance with the actual marriage process.

Step 2: Getting Married in Korea – the Marriage Process

A. Supporting Documents. The US soldier and his/her partner must bring the following documents with him/her to the Client Legal Services Division, Legal Assistance Office:

1. US Soldiers. US Soldiers must bring these documents:

- a. Proof of U.S. Citizenship: Birth Certificate, Consular Report of Birth Abroad, Naturalization Certificate or U.S. Passport
- b. A completed Affidavit of Eligibility for Marriage. (USFK Form 165) (4 Copies)
- c. A completed Report and Certificate of Marriage. (USFK Form 164) (3 Originals)

Note: If possible, complete both USFK forms on the Internet at <http://www-hr.korea.army.mil>. Please leave signature blocks blank on USFK forms until notarized by an attorney at the Legal Assistance Office.
- d. Proof of identity: for example, a driver's license, military I.D., etc.
- e. Proof of termination of any prior marriage(s), including an original or certified copy of a divorce decree, annulment or death certificate for your previous spouse.
- f. Written permission from both parents if the under the age of 18.
- g. USFK Form 163, dtd Jul 09 with a complete legal sufficiency review.

2. Korean Citizens

- a. Three copies in Korean and one in English of the Family Relationship Certificate (Gajok Gwangye 가족관계증명서), Marriage/Single Status Certificate (혼인관계증명서) and Basic Certificate (기본증명서) issued within three months of the proposed date of marriage. This will include Proof of Termination of any Prior Marriage(s).
- b. Valid Korean identification card (*Jumin Deungnok Jeung*) and name stamp (*Tojang*).

- c. If the Korean spouse is under the age of 20, written permission to marry from both parents is required.
- 3. Non-Korean Citizens (Documents obtained from individual's Embassy)
 - a. Certificate of No Impediment to Marriage (1 original), or Certificate of Legal Capacity to Contract Marriage, or Affidavit of Eligibility for Marriage.
 - b. Russian Embassy Phone: (02) 318-2116/2134. Have the following:
 - (1) International Passport (must be original)
 - (2) Russian Passport (or photo copy of entire passport)
 - (3) Original Birth Certificate; and
 - (4) About W30,000-W40,000
 - c. Philippine Embassy Phone: (02) 796-7387-9. Have the following:
 - (1) Valid Passport,
 - (2) Birth Certificate,
 - (3) Parental Affidavit of Singleness,
 - (4) Certification from National Statistics Office of no Record of Marriage,
 - (5) If under 25, Parent Advice, and
 - (6) \$40.00 or W40,000

B. The Process

- 1. Gather the documents listed above for each partner. Be sure to complete four copies of the Affidavit of Eligibility for Marriage (USFK Form 165) and three originals of the Report and Certificate of Marriage (USFK Form 164).
- 2. Take the completed Affidavit of Eligibility for Marriage (USFK Form 165) and Report and Certificate of Marriage (USFK Form 164) to the Legal Office to be notarized. YOU MUST SIGN THESE FORMS IN THE PRESENCE OF THE NOTARY!
- 3. Take the notarized copies of the Affidavit of Eligibility for Marriage along with three copies of the completed Report and Certificate of Marriage and W10,000 to your local ward office (*Gu Cheong*) for approval and signature by a Korean government official.

(See map of the ward office closest to the Embassy).
- 4. Finally, bring the two copies of the Report and Certificate of Marriage signed at the ward office to the Embassy for authentication. The Embassy does not charge service members for this authentication. Take your military ID.

C. Instructions for USFK Form 164 and USFK Form 165

- 1. These instructions will help you complete the documents required by the Korean government, as you will be married under the laws of Korea. The documents replace the Family Relations Registration System that a Korean citizen presents to get married.
- 2. You'll need to complete three "Report and Certificate of Marriage" forms and four "Affidavit of Eligibility for Marriage" forms.

3. The forms should be completed on the Internet if possible.

- NAME: Full name please.
- FATHER'S NAME: Full name please.
- MOTHER'S MAIDEN NAME: Full name please.
- PERMANENT ADDRESS: U.S. citizens must provide their address in the U.S. Korean citizens must provide the address as it is on their Family Relationship Certificate (등록기준지)
- PRESENT ADDRESS: This must be an address in Korea. The address in Korea for U.S. citizens must be preceded by the words "c/o U.S. Embassy; Seoul, Korea". For Korean citizens, the address must be the same as the one on file at the registry office (dong office) even though it may not be their actual present address.
- DATE/PLACE OF BIRTH: Please write the date as "June 14, 1960," not "6-14-60."
- OCCUPATION: If you have no current occupation, please provide your most recent occupation (do not write "none"). This information must be supplied for both partners. If you've never been employed, write "unemployed."
- CITIZENSHIP PROVEN BY: U.S. citizenship is demonstrated by writing "U.S. Passport No. xxxxx"; "Certificate of Naturalization No. xxxxx" or "U.S. Birth Certificate xxxxx." At least one of these documents must be provided. Korean citizenship is demonstrated by the Family Relations Certificate. Other foreign nationals must provide acceptable proof of citizenship.
- Be sure to also answer the queries about PREVIOUS MARRIAGE and NUMBER OF CHILDREN.

D. Things to Remember:

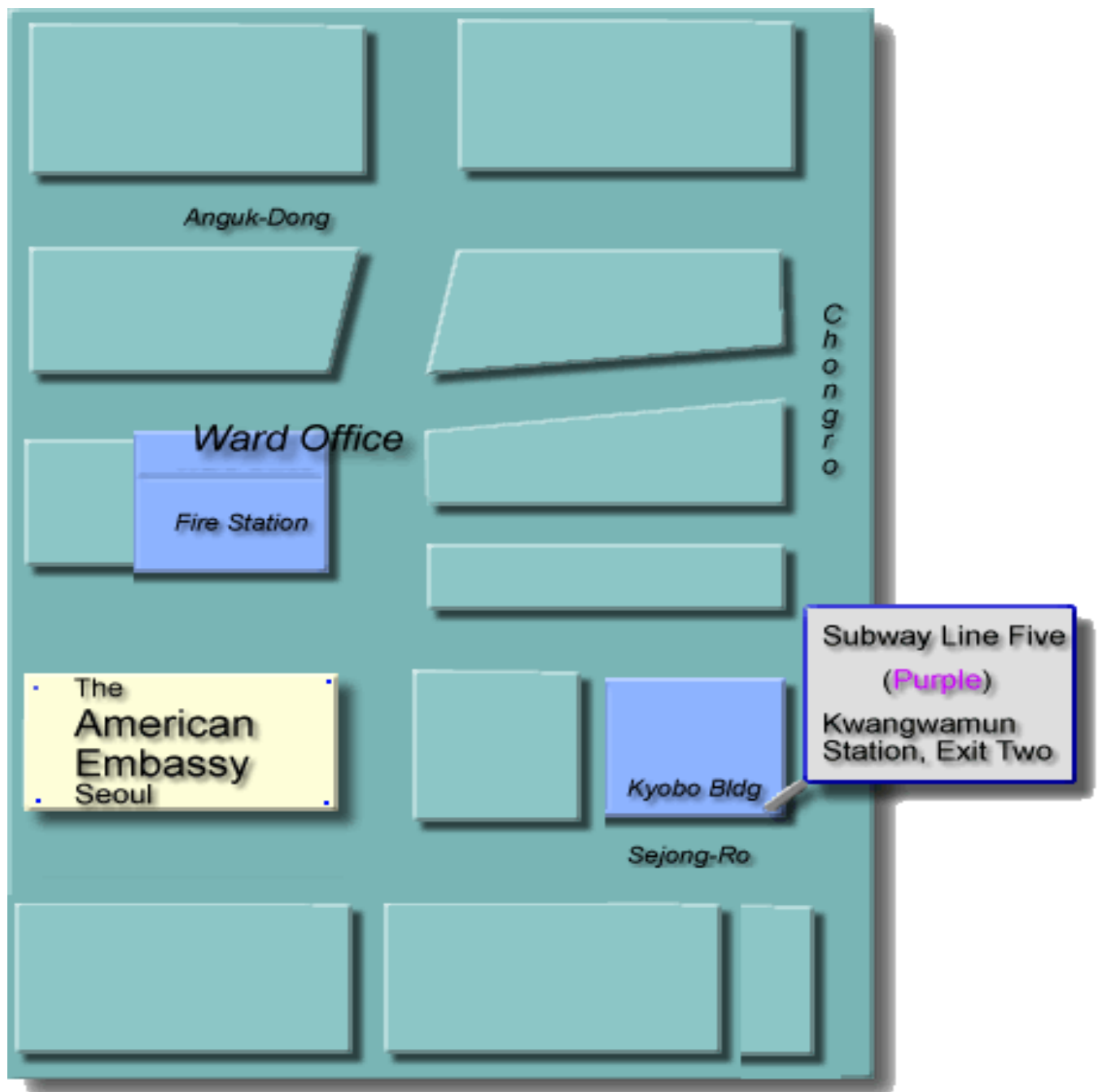
1. A common misunderstanding is that you will be married at the Embassy; in fact, you and your fiancé/fiancée will be married under the laws of Korea. Marriage in Korea is a civil procedure, so a religious ceremony does not create a legal marriage.
2. You must bring the whole packet to Chongno-ku Ward Office to register the marriage, and obtain the Mayor's signature on USFK Form 164, which will be your official marriage certificate.
3. Your marriage now becomes legal since the mayor is the licensing authority. It is further required to bring your whole packet to the U.S. Embassy and obtain the Vice Consul's signature on the USFK Form 164 for the authentication of your marriage because of your U.S. citizenship. You may contact the embassy at DSN 721-4114 or DSN 721-4441. Ask for American Citizen Services (a representative can assist you by phone from 0900-1000 and 1530-1630).

E. Hours of Operation:

	<u>Ward Office</u>	<u>U.S. Embassy</u>	<u>Legal Assistance</u>
Mon	0900 - 1800	0900 - 1130 & 1330 - 1530	0900 - 1630
Tue	0900 - 1800	0900 - 1130 & 1330 - 1530	0900 - 1630
Wed	0900 - 1800	0900 - 1130	0900 - 1630
Thurs	0900 - 1800	0900 - 1130 & 1330 - 1530	1300 - 1530
Fri	0900 - 1800	0900 - 1130 & 1330 - 1530	0900 - 1630

All offices are closed on weekends and holidays (Korean and American).

Step 3: Obtain US Visa for the Foreign Spouse



For more information go to: http://seoul.usembassy.gov/getting_married.html

** This handout is for general informational purposes only. For specific questions concerning individual circumstances, or for questions in general about marriage, contact the Legal Assistance office in your area.*

Yongsan Client Legal Services Office, Bldg 4106, room 229 (ACS building). Please call 738-8111 for an appointment. Office hours: M, Tu, W, F 0900-1630 and Th 1300-1530.